

# Teacher Course Student Record (Connecticut) [.2211 and previous]

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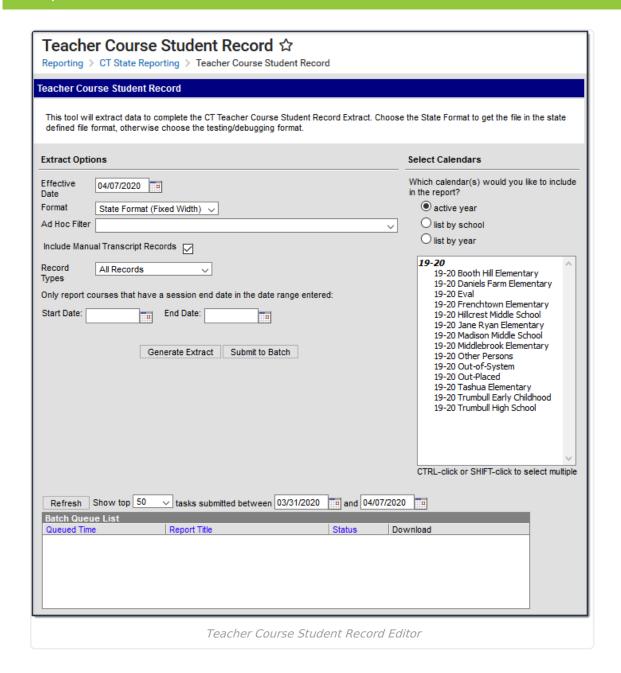
Report Logic | Report Editor Fields | Teacher Course Student Record Extract Format | Teacher Type Codes | Outcome/Grade Status Codes | Dual Enrollment Codes

Classic View: CT State Reporting > Teacher Course Student Record

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The Teacher Course Student Record extract reports student course data and the teacher associated with each reported course section.





### **Report Logic**

- · Students are NOT included if
  - their Enrollment End Date is prior to the first instructional day in the calendar.
  - their enrollment record is marked as No Show.

#### **Posted Records**

- If a student has an enrollment in multiple calendars, data reports from each calendar.
- If a student has multiple enrollments in the same calendar, the enrollment is selected based on the following criteria:
  - Enrollment Type priority: P: Primary, then N: SPED then, S: Partial
  - Enrollment Start Date: The enrollment with the most recent start date reports.
  - Enrollment ID: If the previous criteria is the same for multiple enrollments, the highest enrollment ID reports.



- Students that have an end date in the course report when they meet the following criteria:
  - They have an Outcome Grade Status on either a state reported grading task or on their roster.
  - They received 20 or more days of instruction in a course.
  - Their enrollment start date is on or before the report's effective date.
- A record reports for each student in grades P3, PK, KE, KH, KF, 01-12 scheduled into any course where the course has a grading task assigned and marked as "State Reported."
- Only courses marked as "Active" with rostered students report.
- The following students will report based on the Effective Date entered in the Extract editor:
  - Students enrolled on the Effective Date.
  - Students with no roster End Date on the Effective Date. Students will report with or without a Final Grade.
  - Students with a roster End Date and a Final Grade. Students with a roster End Date that
    is before the section End Date and no Final Grade will not be included in the report.
- Reports a record for each student/staff member that is active on the Staff History tab based on the Effective Date selected on the extract editor.
  - Staff members must have a role populated on an active Staff History record OR a title populated on an active district assignment for the school to which the course belongs.
  - If the Title is "undefined," it is considered unpopulated/null.
- Teachers must have an active district assignment record to generate a record.
  - The district Assignment Start Date must be on or before the report Effective Date and the district assignment End Date must be null, on, or after the report Effective Date to generate.
- Records report for ALL enrollments and NOT just primary enrollments.
- A record will report for any student who has en eligible enrollment in the calendar but is not scheduled into any courses.

It is recommended that schools only have 1 state reported grading task per course as there is no identifying information on grading tasks.

 When a Grading Task or Standard is deleted/no longer exists on a course, students do NOT report a record for the Grading Task/Standard.

#### **Manually Added Records on the Transcript**

A record reports for each transcript record added manually (not posted with the Post to Transcript tool) that meet all of the following criteria.

- The student's transcript record has School Number and Course Number that match a Course Number and State Code in a calendar in which the student is enrolled.
- The matched course has: A Grading Task with "State Reported" and "Active" marked while "State Exclude" is NOT marked.

#### The student must have

- an enrollment in the calendar for at least 1 day.
- a State Grade mapped to P3, PK, KE, KF, or 01-12 during the matched enrollment.



#### The teacher must have

- an active district assignment record to generate a record.
- the district Assignment Start Date on or before the report Effective Date and district assignment End Date must be null, on or after the report **Effective Date**.

## **Report Editor Fields**

Field	Description		
Effective Date	The date selected determines which data reports.		
Format	The in which the report should be generated. State Format (fixed width) is for submission to the state or select HTML or text format for data review and verification.		
Ad Hoc Filter	Select an Ad Hoc fil	Select an Ad Hoc filter to further narrow report results.	
Include Manual Transcript Records		x is marked, the report includes qualifying courses added to a student's transcript.	
Record Types	Туре	Description	
	All Records	Reports all TCS records that have all fields filled in and those that don't.	
	Only Complete Records	Only reports TCS records that have all mandatory report fields filled in. Does NOT consider the following fields since these are either disallowed or conditional:  • CSDE Use (always reports blank)  • EIN (conditional)  • Course Credits Earned (conditional)  • Dual Enrollment Code (conditional)  • District Teacher ID (recommended)  • Number of Membership Sessions Attended (recommended)	



Field	<b>Despe</b> iption	Description
	Only Incomplete Records	Only reports TCS records that have at least 1 mandatory field reporting blank. Does NOT consider the following fields since these are either disallowed or conditional:  • CSDE Use (always reports blank)  • EIN (conditional)  • Course Credits Earned (conditional)  • Dual Enrollment Code (conditional)  • District Teacher ID (recommended)  • Number of Membership Sessions Attended (recommended)
		Includes a single record for students whose enrollment qualifies them to report, but who do not have any reportable courses. This means that the student may have in the calendar and year  • No rostered course  • No active course  • No course with a state reported Grading Task or Standard
Only report courses that have a session end date in the date range entered:	Select a <b>Start Date</b> a session end date	< 20 instructional days enrolled into any and <b>End Date</b> to only report courses that have course in the date range you select.
Select Calendars	The calendar(s) from which data is pulled for the report.	
Generate Report Submit to Batch	Users have the option of submitting the report request to the batch queue by clicking <b>Submit to Batch</b> instead of <b>Generate Extract</b> . This process allows larger reports to generate in the background without disrupting the use of Campus.	

# **Teacher Course Student Record Extract Format**

Element Name	Description	<b>Campus Location</b>
State Assigned ID (SASID)	The state assigned student ID.	Census > Demographics > State Student ID
	Numeric, 10 characters	
		Person.stateID



Element Name	Description	<b>Campus Location</b>
Reporting District	Three-digit code for the district of attendance.  Numeric, 3 characters	System Administration > Resources > District Information > State District Number  District.number
District Student ID	ID generated by local district/school-based system  Alphanumeric, 20 characters	Census > Demographics > Local Student Number  Person.studentNumber
Date of Birth	The student's date of birth.  Date field, 8 characters  MMDDYYYY	Census > Demographics > Birth date Identity.birthdate
Educator Identification Number (EIN)	The educator's license number.  Numeric, 10 characters	Census > District Employment > License Number Employment.licenseNumber
Teacher Type	The code from the Role found on the Staff History tab. See the Teacher Type Codes for a complete list of codes. If the Role on Staff History is NULL, the Title on the District Assignment tab with the most recent start date reports. If the District Assignment start date is the same, the Title from the highest assignment ID reports.  Alphanumeric, 3 characters	Scheduling > Courses > Sections > Staff History > Role  SectionStaffHistory.role  Census > Demographics > District Assignments > Title  EmploymentAssignment.title
District Teacher ID	The District Teacher ID.  Alphanumeric, 20 characters	Census > Demographics > Person Identifiers > Local Staff Number  Person.staffNumber



Element Name	Description	<b>Campus Location</b>
Course Facility Code	The NCES District ID.  Alphanumeric, 7 characters	System Administration > Resources > District Info> State District Number  District.number  System Administration > Resources > School > School Editor > School Detail > State School Number  School.number  System Administration > Resources > School> School Editor > School Detail > Institution code  School.type
NCES Course Code	The course code assigned by the state. Reports based on the SCED fields selected in the NCES Data section. Options are SCED Subject Area + SCED Course Identifier + SCED Course Level + SCED Available Credit as a 3 digit decimal (such as 0.50) + SCED Sequence (part n of m parts) OR SCED Subject Area + SCED Course Identifier + SCED Course Level + SCED Lowest Grade + SCED Highest Grade + SCED Sequence (part n of m parts).  Numeric, 12 characters	Scheduling > Courses > Course > NCES Data  Calculated
Local Course Code	The locally assigned course code.  Numeric, 20 characters	Course/Section > Course > Course Editor > Number  Course.number



<b>Element Name</b>	Description	<b>Campus Location</b>
Number  The section number for the course plus state school number.  Numeric, 30 characters		Course/Section > Sections > Section > Section Number  Section.number
		System Administration > Resources > School > State School Number School.number
Outcome Grade	The student's final grade for the course. Returns the score given to a task when the Grading Task on the Grading Tasks tab is marked "State Reported." If the student does not have a posted grade,	Scheduling > Courses > Grading Tasks  Grading Score.score
	the code from the Outcome/Grade Status reports.  If the state reported grading task for a course is not graded (is NULL) and there is no Outcome/Grade Status for a P3, PK, KE,	Student Information > General > Schedule > Walk- in Scheduler
	KH, KF, 01, or 06 student, then the following reports:	Scorelistitem.stateScore
	<ul> <li>When (Scheduling &gt; Courses &gt; Course</li> <li>&gt; Standards-based) is marked, SB reports.</li> </ul>	Scheduling > Course > Section > Roster Batch Edit
	<ul> <li>When (Scheduling &gt; Courses &gt; Course</li> <li>&gt; Standards-based) is NOT marked, P</li> <li>reports.</li> </ul>	Roster.exitReason
	The "SB" and "P" Outcome Grade records only report when no other record for the student/section is reported.	
	Alphanumeric, 10 characters	



<b>Element Name</b>	Description	Campus Location
Facility Code	Reports the District Code + School Code + Institution Code from the school of the student's primary enrollment.	System Administration > Resources > District Info > State District Number
	Numeric, 7 characters	District.number
		System Administration > Resources > School > State School Number, Institution Code  School.number School.institutionCode
Session Begin Date	The date the class/section began.  Date, 10 characters  MMDDYYYY	System Administration > Calendar > Calendar > Terms Term Detail > Start Date  Term.startDate
Session End Date	The date the class/section ended.  Date, 10 characters  MMDDYYYY	System Administration > Calendar > Calendar > Terms Term Detail > End Date  Term.endDate



<b>Element Name</b>	Description	<b>Campus Location</b>
Outcome/Grade Status	field that describes the circumstances under	Student Information > General > Schedule > Walk- in Scheduler  Scorelistitem.stateScore
	state reported. If the student does not have a posted grade, the code reports from the Outcome/Grade Status that is selected in the Roster Edit or Roster Batch Edit dropdown list.  If the student does not have a posted grade or an Outcome/Grade Status, then  • Grades P3, PK, KE, KH, KF or 01-06 report all students as P - Passing Grade.  • Grades 07-12 report as blank.  Alphanumeric, 10 characters	Scheduling > Course > Section > Roster Batch Edit Roster.exitReason



<b>Element Name</b>	Description	Campus Location
Class/Section Credits Earned	The number of Carnegie credits the student earned in the course, expressed as a number with 2 decimal places. This is only for courses using NCES Secondary Course Codes.  • When a student in the associated course/section roster has Section > Roster Batch Edit > No Credit marked, 0.00 reports.  • When a student in the associated course/section roster does not have Section > Roster Batch Edit > No Credit marked or when the connection back to the course section cannot be made, Campus  • Uses credit attempted & credit earned on posted or manually added transcript record for course as multiplier to determine Carnegie credits earned. Campus divides the credits earned by the credits attempted to determine the multiplier.  • If the Credits Earned is greater than 0 and Credits Attempted is NULL or 0, ERR reports to indicate a data error.  • If the Credits Attempted is greater than 0 and the SCED Available Credits is NULL or 0, ERR reports to indicate a data error.  • If the Credits Attempted AND Credits Earned are NULL or 0, reports blank.  • Once a multiplier is determined, Campus multiplies that number by the SCED Available Credits entered (Carnegie Units) entered (Carnegie Units) entered on the course and reports that value.  • Otherwise, this field reports blank.	Scheduling > Course > NCES Data > SCED Available Credit



Element Name Number of	<b>Description</b> The number entered in the Membership	Campus Location Scheduling > Course >
Membership	Sessions Override field on the course. If that	Membership Sessions
Sessions	field is blank, the number of instructional	Override
	days the course section meets reports by using the period schedule/day rotation based on the section schedule placement for that course section.  When a student is enrolled into sections belonging to the same course, the Number of Membership Sessions is not counted more than once per section.  The course must be marked as <b>Attendance</b> for this field to report.	CustomCourse.value
	Numeric, 3 characters	



<b>Element Name</b>	Description	Campus Location
Number of Membership Sessions Attended	The number of instructional days for which the student was present for the course.  The course must be marked as Attendance for this field to report.  To determine the total number of Instructional days the student was in the course, Campus uses the students roster start and end dates. If those dates are blank, Campus uses the course section term start and end dates. If the Membership Sessions Override field is populated, the number of days cannot exceed that value.  Campus also subtracts the total number of Course absences from the Instructional day value calculated. The student must have an attendance status = A and must be marked absent for the entire length of the period(s) the course occurs to be considered absent.  When the student has dropped and readded the same course-section to their schedule, Campus  • Adds their Number of Sessions Attended (but not the Number of Membership Sessions), and output the student/class combination in a single row.  • The NumberAttended is counted across all enrollments into the section during the period.  When the student has only 1 enrollment in the course/section during the period, Campus Count the number of instructional days the student was present for that course based on students roster start and end dates.  Numeric, 3 characters	Not dynamically stored



Element Name	Description	Campus Location
Dual Enrollment Code	A code created by the Department of Education. The Dual Enrollment Code indicates courses for which a college has agreed to issue credit.  See the following Dual Enrollment Codes table for a comprehensive list of codes.  Alphanumeric, 10 characters	Scheduling > Course > Dual Enrollment Course.Provider
CSDE Use	N/A	N/A
End of Record Marker	Reports as X.	N/A

# **Teacher Type Codes**

Code	Name
101	Certified Teacher, Teacher of Record
102	Certified Teacher, Instructional Support
103	Certified Teacher, Co-Teacher
104	Certified Teacher, In-class Facilitator
105	Certified Teacher, Online-class Facilitator
106	Certified Teacher, Tutor of Homebound Student
107	Certified Teacher, Tutor of Expelled Student
201	Non-certified Teacher, Teacher of Record
202	Non-certified Teacher, Instructional Support
203	Non-certified Teacher, Co-Teacher
204	Non-certified Teacher, In-class Facilitator
205	Non-certified Teacher, Online-class Facilitator
206	Non-certified Teacher, Tutor of Homebound Student
207	Non-certified Teacher, Tutor of Expelled Student
301	Long-term Sub with EIN, Teacher of Record
302	Long-term Sub with EIN, Instructional Support



Code	Name
303	Long-term Sub with EIN, Co-Teacher
304	Long-term Sub with EIN, In-class Facilitator
305	Long-term Sub with EIN, Online-class Facilitator
401	Long-term Sub without EIN, Teacher of Record
402	Long-term Sub without EIN, Instructional Support
403	Long-term Sub without EIN, Co-Teacher
404	Long-term Sub without EIN, In-class Facilitator
405	Long-term Sub without EIN, Online-class Facilitator
501	Teacher of student placed Out of State
502	International Guest Teacher
503	Teacher of student placed Out of District
504	Teacher of Transfer Student
505	Case Worker
506	Occupational/Physical Therapist
507	Professor - Community College
508	Teachers with Rotating Schedules
509	Teacher with Teach for America
510	Case Manager of student in Transitional Program/TVSP (ages 18-21)

## **Outcome/Grade Status Codes**

Code	Name
Р	Pass
F	Fail
TR	Transferred
I	Incomplete
R	Retained
W	Withdrew
AU	Audit



Code	Name
NG	No Grade
SE	Working Towards IEP Goals/Objectives

## **Dual Enrollment Codes**

Code	Name
1000039	Albertus Magnus College
1030039	Clemens College
1040039	Connecticut College
1050039	Fairfield University
1100039	Lincoln College of New England
1120039	Mitchell College
1130039	Paier College of Art
1140039	Post University
1150039	Quinnipiac University
1160039	Rensselaer at Hartford
1170039	Sacred Heart University
1180039	Sanford-Brown College
1200039	St. Joseph College
1220039	St. Vincent's College
1250039	Trinity College
1260039	University of Bridgeport
1270039	University of Hartford
1280039	University of New Haven
1290039	Wesleyan University
1300039	Yale University
5420039	Goodwin College
5750038	Asnuntuck Community College
5760038	Capital Community College



Code	Name
5770038	Gateway Community College
5780038	Housatonic Community College
5790038	Manchester Community College
5800038	Middlesex Community College
5810038	Naugatuck Valley Community College
5820038	Northwestern Connecticut Community College
5830038	Norwalk Community College
5840038	Quinebaug Valley Community College
5850038	Tunxis Community College
5860038	Three Rivers Community College
7010038	Central Connecticut State University
7020038	Eastern Connecticut State University
7030038	Southern Connecticut State University
7040038	Western Connecticut State University
9470038	University of Connecticut
9990199	Generic Other-In State
9990299	Generic Other-Out of State

### **Previous Versions**

Teacher Course Student Record (Connecticut) [.1949- .2120]